



Natural Resources Conservation Service  
6013 Lakeside Blvd.  
Indianapolis, IN 46278

January 27, 2006

**INDIANA BULLETIN NO. 300-6-7**

**SUBJECT:** LTP – Additional Guidance on the Availability of Technical Assistance Funds for Technical Service Providers on Environmental Quality Incentives (EQIP) Contracts

**Purpose:** To provide additional guidance and clarification on using Technical Assistance Funds for Technical Service Providers in Environmental Quality Incentives Program (EQIP) Contracts in Fiscal Year 2006.

**Expiration Date:** September 30, 2006.

**Action Required By:**

**February 15, 2006 to include TSP TA funds for 1st round EQIP 2006 applications;**

**May 1, 2006 to include TSP TA funds for 2<sup>nd</sup> round EQIP 2006 applications;**

**May 22, 2006 to modify funded 2006 EQIP contracts to include TSP TA funds.**

*There will be a statewide teleconference on February 2, 2006 concerning this Bulletin. Details of the teleconference will come out at a later date.*

A memorandum dated January 10, 2006; File Code 300-19, titled “Availability of Technical Assistance Funds for Technical Service Providers on Environmental Quality Incentives (EQIP) Contracts” was recently issued. This bulletin provides additional information and guidance for that memorandum.

**NEW IN FISCAL YEAR 2006:** In fiscal year 2006, EQIP participants may choose to hire a Technical Service Provider (TSP) to assist them with the technical assistance activities to design **and** implement their contracted practices. TSP technical assistance (TA) funds will be available for any practice **scheduled to be implemented in fiscal year 2006** that is a component of an **existing, funded EQIP contract, or fiscal year 2006 EQIP application**. TA for other programs will be addressed using Contribution Agreements, Federal Contracts, and/or from NRCS.

For an EQIP participant to be eligible for TSP TA funds, **existing and funded contracts** must be modified to add the appropriate TA funds to the contract, or included in **fiscal year 2006 EQIP applications**. Contracts are eligible for TSP payments only if the planning and/or installation have **not** been completed **and** no incentive payments have been made to the producer for the practice.

The following TA activities are eligible for payments to producers:

1. 910 Planning (**Comprehensive Nutrient Management Plans only**)
2. 911 Design (**all practices**) - **NEW IN FISCAL YEAR 2006**
3. 912 Installation - **NEW IN FISCAL YEAR 2006 (all practices)**
4. 913 Checkout - **NEW IN FISCAL YEAR 2006 (all practices)**

DIST: 0

TA practice code **910 (Planning)** is available only for the development of a Comprehensive Nutrient Management Plan (CNMP) scheduled to be implemented in fiscal year 2006.

TA practice code **911 (Design)** is available for the development of a Design (Tree Planting Plan, Engineering Design, Pest/Nutrient Management Plan, etc.) for **any** practice scheduled to be implemented in fiscal year 2006.

TA practice codes **912 (Installation)** and **913 (Checkout)** are available for TA relating to the Installation (Pre-Construction Assistance, Location of Setbacks, Staking and Layout, installation inspection/assistance, permits, compliance with laws/regulations, etc.) and Checkout (records of implementation, certification that the installed practice meets NRCS standards and specifications, etc.) for **any** practice scheduled to be implemented in fiscal year 2006. Payments to the producer will be made upon delivery of the required documents **for both 912 and 913 only when submitted together**.

Payments to the producer for 910, 911, 912 or 913 can be made upon delivery of the required documents to NRCS as stated in the Statements of Work for the practice located in Section IV of the Electronic Field Office Technical Guide (eFOTG). The Nutrient Management Plan, Pest Management Plan and CNMP checklists meet these requirements.

**Payments for practices 912 and 913 will only be made at the same time, and should also be processed with the cost-share or incentive payment** since 912 and 913 activities will certify that the practice was installed according to NRCS standards and specifications.

**For All Engineering Practices:** all 3 TA activities (911, 912, and 913) must be scheduled and completed by the TSP. TA practice code 911 will not be scheduled without 912 and 913.

For all practice codes, the maximum payment available to the EQIP participant will be based on the TSP Not-To-Exceed (NTE) rates published on TechReg available at <http://techreg.sc.egov.usda.gov/NTE/TSPNTE2/index.asp>. **Copies of the final TSP NTE rates obtained from TechReg will be filed in the participant's file.**

#### **Additional Guidance on TSP NTE Rates:**

##### **1) CNMP**

- a) The maximum Cost/Unit = **Planning + Travel** (but not Practice Follow-up).
- b) For Beef Operations = use the TSP NTE rates for **Dairy**.

##### **2) Practice 633 (Waste Utilization)**

- a) Until further notice, the maximum Cost/Unit for 633 = the TSP NTE rate for **590 (Nutrient Management) + 633 (Waste Utilization)**.
- b) Since the CNMP plan includes all of the design necessary for nutrient management and waste utilization as part of the CNMP plan, do not include the design of 590 and 633 if a CNMP is being developed.

##### **3) Practice 702 (Agrichemical Handling Facility)**

- a) Technical assistance for Agrichemical Handling Facilities will be designed through Contribution Agreements or Federal Contracts and will not be available through this process.

**4) Practices exceeding \$100,000 installation cost**

- a) NRCS Indiana TA is only available for practices that have a total estimated installation cost less than \$100,000; therefore, TSP TA is only available where the estimated installation cost is less than \$100,000. See the NRCS Indiana Supplement to Part 502 – Responsibilities, of the National Engineering Manual for related NRCS Indiana policy at [http://www.in.nrcs.usda.gov/intranet/manual\\_supplements.html](http://www.in.nrcs.usda.gov/intranet/manual_supplements.html).

**5) If a practice is not published on TechReg in Indiana, contact Tony Bailey via e-mail ([tony.bailey@in.usda.gov](mailto:tony.bailey@in.usda.gov)).**

**Additional Guidance for Practices with Multiple Years of Incentives:**

911, 912, and 913 are only available **1 time** per contract. 912 and 913 are only eligible the first year of practice implementation. Incentive practices implemented previously are not eligible for 912 and 913. Practices scheduled this year but not previously implemented are eligible for 912 and 913.

To request TSP TA funds, follow the instructions provided in the memorandum dated January 10, 2006; File Code 300-19, titled “*Availability of Technical Assistance Funds for Technical Service Providers on Environmental Quality Incentives (EQIP) Contracts.*” within the following deadlines:

- 1) **February 15, 2006** = deadline for including TSP technical assistance practices for 1<sup>st</sup> round **fiscal year 2006 EQIP Applications.**
- 2) **May 1, 2006** = deadline for including TSP technical assistance practices for 2<sup>nd</sup> round **fiscal year 2006 EQIP Applications.**
- 3) **May 22, 2006** = deadline for submitting the table in the memorandum to Jim Dunaway for **funded 2006 EQIP modifications.**

See the attached “*Indiana PRACTICE TA Contracts STEP BY STEP PROCESS for FISCAL YEAR 2006 CONTRACTS IN ProTracts (EQIP)*” for detailed directions on modifying contracts to include TSP technical assistance funds.

For additional information on the use of TSPs or NTE rates, contact Tony Bailey at ext. 345. For questions regarding the EQIP Program policy, contact Jim Dunaway at ext. 334 or Dwayne Howard at Ext. 386.

/s/

J. XAVIER MONTTOYA  
Acting State Conservationist

Attachment